

VACANCY ANNOUNCEMENT: LD-03-102

LIMITED TERM APPOINTMENT: Not to exceed December 31, 2005

TITLE OF POSITION: Senior Attorney, GS-905-13/14/15

OPENING DATE: March 7, 2003

CLOSING DATE: April 4, 2003

OFFICE OR BUREAU: Office of the Terrorism Risk Insurance Program
Senior Attorney, GS-905
Office of the Assistant
General Counsel for
Banking and Finance
Office of General Counsel
Department of the Treasury

LOCATION: Washington, D.C.

AREA OF CONSIDERATION: All Sources

DUTIES AND RESPONSIBILITIES: The incumbent serves as a senior attorney in the Office of the Legal Counsel of the Terrorism Risk Insurance Program ("Program") authorized by the Terrorism Risk Insurance Act of 2002. This Act authorizes the Secretary of the Treasury to administer a temporary program of paying the federal share of compensation for insured losses resulting from acts of terrorism. The incumbent in this position will:

- provide legal advice related to the Program;
- perform research and analysis of legal issues related to the Program;
- draft legal documents related to the Program;
- assist the Legal Counsel, the Program Executive Director, Program staff, and the General Counsel's office in ensuring compliance with legal requirements; and
- assist the Legal Counsel in representing the Treasury Department in discussions with other federal agencies, congressional committees, the National Association of Insurance Commissioners, the respective state insurance commissioners, and other entities outside of the Treasury Department on matters relating to the Program.

QUALIFICATIONS:

1. Applicants must have graduated from an accredited law school.
2. Applicants must be active members of the bar of a State, Territory, the District of Columbia, or the Commonwealth of Puerto Rico.
3. Applicants are required to have the ability to implement policy and programs

through effective, appropriate, well-researched, and well-written legal documents. Applicants must have the ability to be persuasive in oral and written communications. Knowledge of and experience in insurance law is highly desirable, as is broad knowledge of federal statutes and regulations. Civil litigation experience also is highly desirable.

HOW TO APPLY:

Interested applicants should apply by submitting an application package including a resume, a writing sample demonstrating legal writing skills, and a narrative statement of how their background and experience satisfies the qualifications set forth above. The application package must be submitted by the closing date of this announcement and addressed to:

Jeanne Ramsey, Administrative Officer
Office of the General Counsel- Rm 1417 MT
Department of the Treasury
1500 Pennsylvania Avenue, NW
Washington, DC 20220

Applicants are strongly encouraged to transmit their applications by e-mail to jeanne.ramsey@do.treas.gov or by fax to Ms. Ramsey at 202-622-0638.

THE ADMINISTRATIVE OFFICER MUST RECEIVE APPLICATIONS BY THE CLOSE OF BUSINESS APRIL 4, 2003. APPLICATIONS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.